



PUBLIC BERTHS
FACILITY SECURITY & ESCORT PROCEDURES

New Jersey Marine Terminals (NJMT)

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New York Marine Terminals (NYMT)

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- Report all security incidents or suspicious activity immediately to the respective FSO and the Port Authority Police at 800-828-PAPD (7273)
- The Port Authority's Public Berths are a Restricted Area when there is a vessel in
- The Port Authority's Public Berths are at MARSEC Level One ◦ Normal Operating Conditions
 - The minimum operating condition for the port and Marine facilities at all times.

- ▶ The FSO would notify all personnel of additional security requirements if the MARSEC Level is increased
- ▶ All visitors must be included on the Visitors List that must be provided by the Agent at least 24 hours in advance.
- ▶ All personnel requesting unescorted access to the terminal **MUST** have a TWIC Card
- ▶ Non-TWIC holders will require an Escort by a valid TWIC holder that is so authorized by the Port Authority.
- ▶ By Port Authority policy, authorized individuals may only serve as an escort in accordance with the following guidelines: ▶ **Port Authority Employees-** Anyone with prior arrangement
 - ▶ **Agents-** Vendors, suppliers, repairmen, crew members and crew family members (only for vessel agent of record on)

- ▶ **Port Captain/Engineers**- Vendors, suppliers, repairmen, crew members, crew family members, other vessel representatives
 - ▶ **Seafarer Welfare Agencies**- Crew members, clergy & spiritual leaders, volunteers essential to the ministry
 - ▶ **Stevedores** – repairmen for stevedoring equipment, customers and employees who do not need recurring access
 - ▶ **Transportation Companies** – crew members and spare parts deliveries
 - ▶ **Contract (PA) Security Guards**- Anyone with prior arrangement
 - ▶ **US Crew Members**- Visitors to the vessel
 - ▶ **Port Authority Contractors**- employees, suppliers, consultants and subcontractors to the contract
- ▶ All Escorts must complete security awareness training, which will be provided by the Port Authority in accordance with 33CFR Part 105.215.
 - ▶ All personnel must prominently display their TWIC on the outermost garment above the waistline at all times.
 - ▶ Both the Escort and the individuals being escorted must wear a safety vest that will be issued at the gate at all times.
 - ▶ Escort must provide non TWIC holders continuous side by side escort at all times
 - ▶ Escort ratio is 1 TWIC Card holder to 5 non TWIC holders
 - ▶ Escorts will be responsible for the actions of non TWIC Card holders they are escorting and will assume liability and /or fines for their actions.
 - ▶ At elevated MARSEC levels, the Port Authority reserves the right to require that all escorting be conducted by a Contract Security Guard.
 - ▶ If at any time you lose contact with the person(s) you are escorting or the non TWIC card holder is acting suspicious you must immediately contact the Port Authority Police
 - ▶ Failure to follow this policy will result in your escort privileges being revoked